



Security Role Profile ~ DAO Role

***Prepared by 21st Century Project
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Security Role Profile - DAO Role

Departmental Accounting Office (DAO)

Payroll

Role Description: Departmental Accounting Office (DAO)

This role is given to agency Departmental Accounting Offices (DAO). The role has been restricted to view and print their DAO payroll financial information from the MyCalPAYS system. This includes MyCalPAYS financial information such as payroll journal entries, employee AR data sheets, AR traceability, check register and a custom report to reconcile at the end of the month to the SCO Fiscal system.

Tasks/Responsibilities

- Print and Review AR Traceability (ZPY_AR_TRACEABILITY)
- Print and Review Payroll Journal Entries (ZPY_SM62)
- Print and Review Employee AR Data Sheets (ZPY_DATASHT_RPT_ONLY)
- Print and Review Check Register (S_P99_41000101)
- Print and Review Custom Document Number Range Report (ZPY_DOCNUM_SCO_RPT)

Related Processes

- None

Role Conflicts

Those assigned this role should not be assigned the following roles to prevent conflicts of interests and to allow for segregation of duties:

- None

Role Dependencies

Those assigned this role will also be assigned the following roles:

- None

Key Transaction Codes

- S_P99_41000101 - Check Register
- ZPY_AR_TRACEABILITY - AR Traceability Report
- ZPY_DATASHT_RPT_ONLY - Data Sheet Report
- ZPY_DOCNUM_SCO_RPT - Custom Report Document
- ZPY_SM62 - SM62 Payroll Report

Commonly Used Infotypes

- Read Actions (0000)
- Read Main Personnel Assignment (0712)
- Read Org Assignment (0001)
- Read Personal Data (0002)

